

## 4. Report Applications

There are a variety of different uses for MTCS reports. This section highlights some of the important data fields in the report and describes the ways MTCS users can use the data contained in this report

HUD intends users to challenge information contained in MTCS reports because often, upon further investigation, the problems or issues may be different than they appear in MTCS. Use MTCS data and reports as a starting point for discussion, investigation, research, and analysis.

### 4.1. Key Data Fields

- The **Program Shortfall/Discrepancy** field displays what MTCS believes to be the number of missing FSS records. MTCS calculates this number when it subtracts the PHA's FSS program obligation from the number of FSS records successfully transmitted to MTCS.

### 4.2. PHA Uses for the Report

- **Plan and administer programs**

A PHA that participates in the FSS program must meet its obligation to enroll and report on families in the FSS program. PHA staff can use data in this report to determine whether it needs to update family records in MTCS. The FSS Delinquencies Report displays the PHA's current FSS program obligation, the sum of all FSS enrollments and progress reports successfully transmitted to MTCS, and the number of missing records if appropriate.

### 4.3. HUD Uses for the Report

- **Monitor PHA performance**

Many PHAs participate voluntarily in the FSS program. HUD users can review this report to know how many families the PHA did not report to MTCS. Data in this report also provide HUD users with a more complete picture of the size of a PHA's FSS program. Field Office and TARC users may wish to review this report prior to a site visit and encourage the PHA to transmit FSS Addenda for all those families who participate in the FSS program.